

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF FIRE COMMISSIONERS
SPECIAL MEETING / PUBLIC HEARING
November 18th, 2019**

The meeting convened at 3:00 pm at East Valley Fire Station 40. Those present were Chairman Les Riel, Commissioner David Ramynke, Commissioner Ben St. Mary, Fire Chief Mark Emery, and Admin Director Huitt. Others present were Captain Trevor Lenseigne, Captain Ryan Evers, and Training Captain Andy Babcock.

Chairman Riel called the meeting to order and conducted the Pledge of Allegiance.

APPROVAL OF AGENDA

The agenda was approved as circulated and the meeting continued.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA – Public comment for items that are on the agenda are allowed as the item comes up for discussion during the meeting. Please stand and be recognized by the Chair and limit your comments to three minutes.

Chairman Riel noted that no members of the public were present and the meeting continued.

REVIEW 2019 BUDGET

Cpt Lenseigne confirmed costs were available for a treadmill.

REVIEW & FINALIZE 2020 PRELIMINARY BUDGET

Vice-Chairman Ramynke confirmed Lexipol is included in the 2020 budget. DS Huitt confirmed estimated costs for Prothman hiring a new fire chief will be about \$40,000 as we have not received the proposal yet. Chairman Riel confirmed that the board was all in agreement to present the 2020 budget.

At 3:18 pm Chairman Riel recessed the regular meeting.

At 3:19 pm Chairman Riel opened the public hearing regarding the 2020 Fire Budget.

Limited Open Public Input to Commissioners (Fire Budget) 5 Minutes

There was no public comment regarding the Fire Budget.

At 3:26 pm Chairman Riel closed the public hearing on the Fire budget.

At 3:26 pm Chairman Riel opened the public hearing regarding the 2020 EMS Budget.

Limited Open Public Input to Commissioners (EMS Budget) 5 Minutes

There was no public comment regarding the EMS Budget.

At 3:32 pm Chairman Riel closed the public hearing on the EMS budget.

At 3:32 pm Chairman Riel reconvened the regular meeting.

UNFINISHED BUSINESS

a. Review Quarterly Report Correction

AD Huitt detailed the fines that were charged for filing the 3rd Quarter Reports after the deadline.

b. Discuss the hiring of a Permanent FT Admin Assistant Position

AD Huitt went over the costs of \$13-15k a year for temp workers, versus the cost of \$50-60k a year for one full-time employee, including wages, benefits, and insurance costs involved. The Board agreed that bringing on an Assistant to help with the growing duties and projects of the District was the best course of action and decided to go through Elwood Staffing to screen a temp for 90 days before hiring on directly.

NEW BUSINESS

a. Adopt 2020 FIRE Budget

Commissioner Ramynke motioned to adopt the 2020 FIRE Budget as presented. Seconded and carried.

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b. Adopt 2020 EMS Budget

Commissioner St. Mary motioned to adopt the 2020 EMS Budget as presented. Seconded and carried.

GENERAL DISCUSSION - Limited to between the Board and Staff – NO PUBLIC INPUT

The EVFA is looking to donate \$600 for the Christmas Party, and the staff is wondering if they can do a lighted fire truck for the Moxee Parade this year, using Engine 240. One of our Volunteers' family is donating the lights and he has offered to wire it up for us. The Board was in agreement, as long as the volunteer help offered comes through for the setup and clean up, and Cpt Evers will be the point person on this project. The Department has also adopted a family again this year and hope to use the lighted truck to deliver the toys to the family. The Association is also donating \$500 toward the gifts for the adopted family, with the Commissioners & AD Huitt contributing \$100 each as well.

Chief Emery mentioned the Combat Challenge conducted by Cpt Babcock for the Recruit Firefighter applicants, with 1 person that needs to re-take the test to qualify for the FF Academy starting in January. Target Solutions online training will be used for the Recruits' cognitive testing, with Cpt Babcock monitoring their progress and making sure they've completed the required trainings at home.

EXECUTIVE SESSION – RCW 42.30.110 (1) (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

The Executive Session was cancelled at this time due to still-pending information from Prothman regarding the Chief Hiring & Succession planning process.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signatures.

NEXT REGULAR MEETING – Monday, November 25th, 2019 at 4:00 pm

ADJOURNMENT

There being no other business Commissioner Riel adjourned the meeting at 4:12 pm



Chairman Les Riel 9.29.20



Vice-Chairman David Ramynke 9.29.20

ATTEST



Commissioner Ben St. Mary 9.29.20



District Secretary Jenifer S Huitt 9.28.20

Approved unanimously on 9/28/2020
via Open Public Meeting on Zoom.
Signatures will be secured after
Proclamation 20-28 has been lifted.